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| **What will we be learning?**  4 Human resources | **Why this? Why now?**  Students should understand the interdependent nature of business operations, human resources, marketing and finance. Students will look at the purpose of human resources, its role within business and how it influences business activity. | **Key Words:**  Organisational structure  Authority  Chain of command  Delegation  Delayering  Centralisation  Decentralisation  Recruitment  Internal/External recruitment  Retention  Job analysis  CV  Job description  Person specification  Quality  Customer service  Contracts of employment  Motivation  Fringe benefits  National living wage  Induction training  On the job training  Off the job training |
| **What will we learn?**  How businesses structure their organisations  How they recruit and select employees  How they motivate and train those employees once they start work | |
| **What opportunities are there for wider study?**  Students review and discuss current news articles which relate to current topics and they can consider the practical application of business concepts by reviewing and discussing a range of news and video articles. The wider study provides the opportunity for students to explore theories and concepts in real business settings. | |
| **How will I be assessed?**  Summary questions  Case studies  End of topic test – summative assessment | |